

**TOWN OF SHEFFIELD
SELECT BOARD
WORKING MEETING
JUNE 22, 2023
TOWN HALL – SECOND FLOOR MEETING ROOM
9:30 AM**

Board Members Present: Robert C. Kilmer, Jr., Chairman
Nadine A. Hawver
Rene C. Wood

Others Present: Rhonda LaBombard, Town Administrator
David Ruot, Highway Superintendent
Pat Levine, Board of Health Chair

Chairman Kilmer called the meeting to order.

Administrator LaBombard informed the Board that she asked Superintendent Ruot to get a quote for a new three hitch mower. The current mower is working but parts are no longer available. The quote is for \$14,422.16, the vendor will be asked if they are on State Contract. Selectman Wood moved to purchase a mower for the Highway Department at a price not to exceed \$15,000 and authorized Administrator LaBombard to decide on the funding source, seconded by Selectman Hawver. The motion carried unanimously.

Superintendent Ruot presented a used truck that could serve as a water truck. He proposed to use the truck to soak dirt roads and not using the material that is currently used. Discussion took place regarding the way the roads are treated for dust now and how they would be treated if the truck was purchased. The price of the truck is \$17,000. Administrator LaBombard will check into the procurement process for used vehicles. Chairman Kilmer expressed his concerns with purchasing this truck due to its age and possible maintenance issues in the future and his concerns with treating the dust with water. He does not think that wetting the roads will solve the dust issue. Selectman Wood moved to purchase the used truck to be used as a water truck, at the quoted price, pending procurement, and authorized Administrator LaBombard to decide on the funding source, seconded by Selectman Hawver. The motion carried 2-1, Chairman Kilmer voted nay.

Selectman Wood made a motion to enter into Executive Session for the purpose of strategy for collective bargaining with the Highway union and to return to Open Session after discussion, seconded by Selectman Hawver. The roll call vote was as follows:

Chairman Kilmer – Aye

Selectman Hawver – Aye

Selectman Wood – Aye

P. Levine left the room and Chairman Kilmer opened the Executive Session.

Open Session returned as did P. Levine. Superintendent Ruot left the meeting.

The Board discussed an application from Lisa Hamilton for a One Day Alcohol Permit for an event at Dewey Hall on June 30, 2023. Selectman Hawver moved to grant the One Day Alcohol Permit to Lisa Hamilton for June 30, 2023 pending receipt of alcohol liability certificate of insurance, seconded by Selectman Wood. The motion carried unanimously.

The Sheffield Tree Project has submitted the 2023 Arbor Day Proclamation for the Board to review and approve. Selectman Hawver moved to approve the Proclamation and authorize Chairman Kilmer to sign it, seconded by Selectman Wood. The motion carried unanimously

Frank Clarke has submitted his resignation from the Transfer Station effective June 30, 2023. Selectman Hawver moved to accept F. Clarke's resignation and to send him a letter of thanks, seconded by Selectman Wood. The motion carried unanimously.

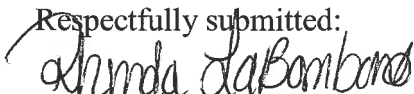
Lauren Hyde has submitted her resignation from the Board of Health. Selectman Wood moved to accept L. Hyde's resignation and to send her a letter of thanks, seconded by Selectman Hawver. The motion carried unanimously. P. Levine stated that she knows one person who submitted a letter of interest to serve on the Board of Health. Administrator LaBombard stated that two letters have been received. Selectman Wood asked that the vacancy be added to the list of vacancies on the website.

Board members each presented their evaluation of Administrator LaBombard to their colleagues and to Administrator LaBombard, who then presented her self-evaluation to the Board. Chairman Kilmer will provide a composite of all the evaluations.

Selectman Wood moved to adjourn the meeting, seconded by Selectman Hawver. The motion carried unanimously.

Chairman Kilmer adjourned the meeting at 10:32 AM.

Respectfully submitted:


Rhonda LaBombard
Town Administrator

Documents reviewed at this meeting:

Quote for Mower

Quote for Water Truck

Application for One Day Alcohol Permit

Arbor Day Proclamation

Resignation Letters

Town Administrator's Evaluations